

Schena, Cristeen

From: Simpson, Andrea
Sent: Wednesday, July 15, 2015 9:01 AM
To: Marc Pinard
Subject: FW: Conference Call Bridge - Confirmation for 07/15/2015 10:00AM

Hi Marc,

Here is the conference line. I haven't seen confirmation from the consultants about the earlier starting time. We will start at 10 and hopefully, they will be on.

Thanks.

Andrea

-----Original Message-----

From: r1.facility@epa.gov [mailto:r1.facility@epa.gov]
Sent: Tuesday, July 14, 2015 4:43 PM
To: Magoon, Molly
Subject: Conference Call Bridge - Confirmation for 07/15/2015 10:00AM

Molly Magoon SEP (617)918-1848

For Your Information,

Per your request EPA Region 1 audio conference bridge (12 lines) has been assigned to you:

with a start date and time of 07/15/2015 10:00 AM
and a ending date and time of 07/15/2015 12:00 PM

Dial-In Number: (617) 918-2827

Password: 771852

* Instruction

Starting a conference line is quick and easy. Just follow these steps (You may want to print these instructions):

1. Give your participants the date and time of the call, your Dial-In Number and your Password.
2. At the specified time, dial your Dial-In Number.

The conference bridge will answer with

"Hello, Welcome to the USEPA Region 1 audio conference bridge.

The use of this bridge is for official EPA business only.

Please enter your assigned Password now. "

3. Enter your Password followed by #.

The conference bridge will respond with either

"Welcome to your conference. You are the first party to join." or

"Welcome. Your conference is in progress, please announce yourself."

4. If prompt, announce yourself followed by #.